

File number "NSC"

SECRET

22 October 1958

Approved For Release 2002/01/31 : CIA-RDP84-00161R000100140004-1

Memo for record

By: [REDACTED]

Subject: Summary of OCB records, 1953-56,
on deposit in CIA Records Center

Parts of two files, originally kept by [REDACTED] (CIA's representative on the Operations Coordinating Board, or OCB), have been transferred to the Records Center, as of 12 August 1958 (when I examined the accessioning records and indexes for O/DCI at the Records Center). These files total only 1 box (1 linear foot) in bulk, compared with 6 linear feet, which were accounted for in the Records Management Staff's "records control schedule" for O/DCI (March 1956 ed.)

The two retired files are described as follows, as part of accession (job) no. 56-360, as retired March 1956 by [REDACTED] for Mr. Jackson by Marguerite G. Brackett:

1. OCB "subject file", 1953-56.
2. "NSC files," unsorted, made up of numerical folders containing "status reports, memoranda, recommendations", arranged according to "NSC number."

No shelflists of the individual folders in these two series were seen; presumably they are on file in Mr. [REDACTED] office and/or O/DCI/ER. For a more detailed description of the larger files from which these accessions were segregated, see M.P.C. memo for record on O/DCI records, 1953-56 (12 April 1957), p. 7.

Orig. of this memo filed under "OCB"

Cc. filed in Hq. Staff working papers, 1953-56, under "DCI"
"NSC" ✓
"Records Center"

File number "PSB" (1953 H.)

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SECRET

22 October 1958

Memo for record

By: [REDACTED]

Subject: Summary of PSB records on deposit in CIA Records Center

Two accessions of records relating to CIA's interests in the Psychological Strategy Board (PSB), which was established in 1951 and which was replaced by ~~the~~ OCB in October 1953, have thus far been transferred ~~to~~ by O/DCI to the CIA Records Center, as of 12 August 1958 (when I examined the accessioning documents and indexes for O/DCI at the Records Center), as follows:

Accession (job) no. 56-228 ✓

(3 boxes in bulk; retired Jan. 1956 by O/DCI/ER)

This file is said to contain "memoranda of transmission, formal published plans/ formulated from problems, approvals, terms of reference, organization and functions, agenda, and minutes of meetings, and miscellaneous papers." (No shelf list was seen; perhaps the list was kept on file in O/DCI/ER.) One folder was not transferred--the case for "PSB No. 23"--retained in ER.

Accession (job) no. 56-480 ✓

(6 boxes in bulk; retired June 1956 by [REDACTED]
[REDACTED] Liaison Branch, Information Coordination Division, PP Staff; the file is attributed to O/DCI, however, according to the indexes in the Records Center)*

This accession is described as the "discontinued" PSB files, and contain "projects, policy papers, reports of action, evaluations, minutes of meetings, and other papers." The material is arranged by "project number or title." (No shelf list was seen; perhaps it is kept on file in the originating office in the PP Staff, or in ER.)

Orig. of this memo filed in Hyst. Staff working papers, 1953-56, under "PSB" ✓
Carbon copies filed under "DCI" (1953-56)
" "Records Center"

* See m.p.c. memo forwarded on O/DCI memo,
12 April 1957, p. 6.

7-11-58 "DCI"

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SECRET

22 October 1958

Memo for record

By: [REDACTED]

Subject: Summary of records of SA/PC/DCI, 1956-57,
on deposit in CIA Records Center

Only one small file of records of this office of O/DCI has thus far been retired to the Records Center, as of 12 August 1958 (when I visited the Records Center).

That file includes two items described in the accession indexes as:

1. "cables, daily extract," Nov. 16, 1956, to Jan. 7, 1957
2. "memoranda--clearance file," Feb. 13, 1956 to May 28, 1957
(1 box in bulk)

These records were retired as accession (job) no. 58-S-462, in March 1958, by what by then was called PS/DCI [REDACTED], then located in the 1717 H St. building.

PS/DCI is apparently the Planning Staff of Mr. Bissell's office. As of 1954-56 Mr. Bissell's office was known as SA/PC/DCI; today it is called SA/PD/DCI.

No records control schedule for this office has been prepared by the Records Management Staff.

Orig. of this memo filed in H.st. Staff working papers, 1953-56, under "DCI" ✓
Carbon copy filed under "Records Center."

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File number "DCI"

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SECRET

Oct. 22, 1958

Memorandum for record

By: [REDACTED]

Subject: Summary list of O/DCI/Executive Registry records, in custody of CIA Records Center (as of 12 Aug. 1958)

(1953-56,

Very few of the 1953-56 correspondence files of the DCI, accumulated in the Executive Registry, have thus far been retired to the Records Center, as of 12 August 1958 (when I inspected the accessioning documents and indexes at the Records Center). The few records so far transferred, together with others for the earlier period 1946-52, consist of the following accessions (the numbers below correspond to the series numbers as they were assigned to by the Records Management Staff in its "records control schedule" for O/DCI, June 1956 ed.; see summary list of O/DCI records by M.P.C., 12 April 1957):

1. "Director's Subject File". Only parts of 1946-52 files have thus far been retired. They consist of:

1b. Certain "correspondence with (other) government agencies", 1946-52, organized into some 22 folders, listed on shelflist (summary of shelflist attached herewith, below). One box in bulk; accession no. 58-477; retired in May 1958.

1c. Part of the "alphabetical file," 1946-52, consisting of correspondence with individuals by name (no shelf list seen). Two boxes in bulk; accession no. 58-476; retired in May 1958.

2. "Senior Representatives Correspondence". Only parts of the 1954-56 files have been retired: 2 boxes in bulk, accession no. 58-475, retired in May 1958. This accession is described as "[REDACTED] Letters to DCI from Chiefs of Station." See item 2-c in "records control schedule." (No shelflist seen; probably on file in O/DCI/ER.)

4. NSC "Status of Projects" File. The retired part of this file is described as "weekly" reports, for the period 1948-53. Accession 56-227; retired in March 1956. (No shelf list seen.)

6. "Daily Diaries". Two separate sub-files have been retired, as parts of a single accession: accession no. 56-301; 2 boxes in bulk; retired March 1956;

(a) "Daily Diaries" of DCI, 1946-51, consisting of a "chronology of daily (sic) visitors or (telephone?) calls of the Director", indicating whom he met or conversed with, "together with excerpts of the conversation and decisions arrived at."

(b) "Director's Log," 1951-54, consisting of "chronology of significant events occurring within the offices of the Agency," prepared each day by the AD's or DD's, and "forwarded to the DCI for review." This function, the accession document states, "has been discontinued." This file is arranged not chronologically but by organizational

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8. "Project Review Committee" (PRC) file, 1951-55. Accession no. 56-254; 3 boxes in bulk; retired Jan. 1956 by O/DCI/ER. Filed according to "project name." (No shelflist seen.)

56-254

In addition to the above files, all of which were retired by the Executive Registry, there are certain other files of O/DCI now in the Records Center. See separate memos for record by [REDACTED] 22 October 1958, on Psychological Strategy Board (PSB), Operations Coordinating Board (OCB), ~~in~~ CIA's Office of Legislative Liaison (O/LL), and DCI's Special Assistant for Planning and Development (SA/PD/DCI).

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— Orig.--file under "DCI", 1953-56 working papers
CC--file under "NSC"
" "PRC"
" "Records Center"